

**THE  
COLLECTIVE**



# Stakeholder Manager (contract)

Cape Town or Johannesburg

## WHO WE ARE

The Collective X is at the forefront of tackling South Africa's critical shortage of digital skills. As a dynamic not-for-profit organisation, we meaningfully connect the supply and demand of South African digital skills by facilitating the right training, at the right time, for the right price, to impact our future in the right way.

Spearheaded by a team of seasoned professionals with extensive backgrounds in social impact, government, private sector, and programme management and supported by a profiled and experienced board that provides financial and governance oversight, we are on track to inject 10,000 new digital jobs for marginalised young people into the economy.

While still a young organisation, The Collective X is very well supported by several philanthropic and business organisations, guaranteeing stability and sustainability over the coming years. With a rapidly expanding network of donor partners and robust support from the business community, senior leaders, and business influencers nationwide, we are experiencing rapid scale and are poised for significant impact.

Join us in our mission to revolutionise South Africa's digital landscape and make a tangible difference in the lives of its people. At The Collective X, you will be part of a cutting-edge organisation in a fast-paced environment, where innovation thrives and meaningful work with impact is at the heart of everything we do.

## Roles/Responsibilities

- Identify stakeholders (Employers, Training Providers, Industry Partners & Government Partners) and analyze their interests, requirements, and expectations.
- Identify and secure job opportunities for youth programmes with employers. This will be in line with The Collective Xs targets and will be translated to individual Stakeholder Manager targets.
- Develop the stakeholder engagement approach and plan - map the different stakeholder groups, levels of interest, influence, and engagement strategies.
- Develop and implement tactical plans to manage stakeholder expectations.
- See stakeholder opportunities from solution design phase, into proposal development and then into contracting. This process will require the Stakeholder Manager to work in a matrix fashion across The Collective X team
- Understand stakeholder concerns, interests, needs and expectations and translate those into products or services that will optimize The Collective X value-add.
- Manage key stakeholder relationships.
- Anticipate and resolve stakeholder issues.
- Provide expert advice on stakeholder engagement – work alongside operations and the senior leadership team on strategic stakeholder engagements and projects to ensure there is alignment with stakeholder needs and expectations.
- Provide valuable stakeholder information and insights to influence the digital skills change process and address barriers to change.
- In collaboration with the Monitoring and Evaluation functional lead, develop and maintain a database of stakeholder learnings, insights and best practices.
- In collaboration with the Marketing and Communications lead, facilitate the dissemination and communication of research reports, lessons learnt, and best practices to key stakeholder groupings.
- Facilitate and drive strategic information campaigns to promote The Collective X initiatives.
- Maintain all relevant stakeholder information on the CRM system.
- Preserve the active support and commitment of key stakeholders to the change strategy and delivery processes.
- Advocate for the necessary systemic changes, e.g., increased investments and active participation in building a pipeline of credible junior digital skills, Work-Integrated Learning, the SFIA competency framework, etc.

## Qualifications

- University degree or Postgraduate or Masters degree.

## Experience and Competencies

- 10 plus years relevant experience working in stakeholder relations.
- 8 - 10 plus years working at a senior managerial level.
- Highly proficient in Microsoft Office.
- Proven experience leading people through change.

- Proficient knowledge of stakeholder engagement and advocacy.
- Excellent conceptual and analytical skills and demonstrable ability to think strategically, innovatively, and practically to ensure achievement of desired change objectives.
- Excellent oral and written communication abilities in English.
- Strong organizational skills and ability to effectively handle multiple tasks and meet strict deadlines.
- Experience in fostering a constructive and customer focused team culture which is agile and resilient.
- Excellent working knowledge of best practice in stakeholder engagement theory and practice.
- Driven by meeting targets

Please send your application to [nthabiseng@thecollectivex.org](mailto:nthabiseng@thecollectivex.org)

Closing Date: 26 April 2024